INVITATION TO BID
THIS IS NOT AN ORDER

BID NO.: 50-00096906 JEFFERSON PARISH

PURCHASING DEPARTMENT P.O. BOX 9

B201000066

P.O. BOX 9 GRETNA, LA. 70054-0009 504-364-2678

BUYER: J. Lotz

Page:

1

BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 4/06/2010 AND PUBLICLY OPENED UPON COMPLETION OF ADMINISTRATIVE TASKS.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES DISQUALIFY BID.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. THIS BID PACKAGE MUST BE RETURNED IN ITS ENTIRETY.

Questions on this bid are to be faxed to (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned in all requests.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH will accept one bid only from each vendor. Items bid must meet or exceed specifications.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection.

If the bid exceeds \$20,000.00 and the bidder is an agency, corporation, partnership, or other legal entity, the president, vice-president, secretary/treasurer, or an authorized agent, shall sign the proposal, and satisfactory evidence of the authority of the person signing for the agency, corporation, partnership, or other legal entity shall be attached to the proposal.

AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE.

Preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articlesoffered by competitorsoutside the state. "LSA-R.S.38:2251-2261"

USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

BID NO.: 50-00096906

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

JEFFERSON PARISH requires a firm price. Quoted price will remain firm until

PRICES: Jefferson Parish is exempt from paying sales tax under LSA-RS 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit measure specified and unless otherwise specified, shall be exclusive of state and Parish taxes. If a contractor is to act as Purchasing Agent for tax-exempt purposes, the Parish shall specifically state so within this bid specification. All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A117.1-1961).

RESPONSE TO INVITATION: If your company is unable to bid on this request, please state your reason on bid form, and return to this office before bid opening date. Failure to do so may result in the removal of your company from Jefferson Parish's vendors list.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 105529 or 105530 dated 5/17/06. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053.

POSTING OF BIDS: Non-Advertised bids will be posted on bulletin board in Suite 4400, Jefferson Parish General Government Building, Gretna, LA, for a period of Five (5) working days after opening date.

Advertised bids will be tabulated and a copy forwarded to each responsive bidder.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

1,2,3,4,5,6,7,8,9,10,12,13,14,16

PRE-BID CONFERENCE TO BE HELD AT: Purchasing Dept

9:30 am

- 1. All bidders are invited to attend the pre-bid conference. Failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. This conference is held to allow questions to be answered and inspect the site with owner's representative, etc. Failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification (with no additional cost to the owner).
- Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project.
- 3. A Louisiana state contractor's license may be required in accordance with LSA-R.S. 37:2150 et seq.

Page:

BID NO.: 50-00096906 Page 3

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

DELIVERY: FOB JEFFERSO	ON PARISH			
INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES				
INDICATE STARTING TIME (IN DA	AYS) FOR CONSTRUCTION WORK			
INDICATE COMPLETION TIME (IN	DAYS) FOR CONSTRUCTION WORK			
_OUISIANA CONTRACTOR'S LICENSE NO.: (if applicable)				
+++ A.I.I. DIDDEDO 1411				
	ST COMPLETE SECTION BELOW ***			
	ST COMPLETE SECTION BELOW ***			
FIRM NAME:	IST COMPLETE SECTION BELOW ***			
FIRM NAME: SIGNATURE: Must be signed here)				
FIRM NAME: SIGNATURE: (Must be signed here)				
FIRM NAME: SIGNATURE: [Must be signed here) PRINT OR TYPE NAME:				
FIRM NAME: SIGNATURE: (Must be signed here) PRINT OR TYPE NAME: ADDRESS:				
FIRM NAME: SIGNATURE: (Must be signed here) PRINT OR TYPE NAME: ADDRESS: CITY, STATE:	TITLE:			
*** ALL BIDDERS MU FIRM NAME: SIGNATURE: (Must be signed here) PRINT OR TYPE NAME: ADDRESS: CITY, STATE: TELEPHONE: ()	TITLE: ZIP:			
FIRM NAME: SIGNATURE: (Must be signed here) PRINT OR TYPE NAME: ADDRESS: CITY, STATE: TELEPHONE:	ZIP:			

THIS BID MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY/FIRM FOR BID TO BE VALID. BID PACKAGE, INCLUDING INSTRUCTIONS AND SPECIFICATIONS, MUST BE RETURNED IN ITS ENTIRETY FOR BID TO BE VALID. SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

TOTAL PRICE OF ALL BID ITEMS: \$ _____

NOTE: All bids should be returned with the bid number and bid opening date indicated on the outside of the envelope submitted to the Purchasing Department.

BID NO .:

Page: 4

	INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS	
4.	It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.	
5.	Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.	
6.	All awards in excess of \$5,000.00 for the construction, alteration, or repair of any public works will b reduced to a formal contract which shall be recorded at the contractor's expense. A price list of recordation costs may be obtained from the Clerk of Court and Ex-officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 reduced to formal contract will require a performance bond.	
7.	A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. Performance bond shall be supplied at the signing of the contract.	
8.	Please indicate if you have insurance: YESNO	
9.	Minimum insurance requirements for this bid are as indicated on the attached sheet.	
10.	Each bid must be accompanied by a cashier's check, certified check, money order, or surety bid bond in the amount of 5% of the bid.	
11.	Affidavit required to be submitted with bids on all solicitations for construction, alteration or demolition of public building or project. (LSA-R.S. 38:2224)	
12.	This is a requirements contract to be provided on an as needed basis.	
13.	3. All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be appled to purchases made after the request is made. Are you requesting an escalation provision?	
	YES NO	
	MAXIMUM ESCALATION PERCENTAGE REQUESTED%	
	INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF	

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

- 14. In the event that the successful bidder cannot furnish a specific item or material and labor in the required time, JEFFERSON PARISH may purchase on an emergency basis from the next lowest bidder, or available source, until such time as the successful bidder has notified the PARISH in writing that his stock or labor capability has been replenished. The difference in price will be charged against the successful bidder of this contract, and evidence of purchases and price will be provided.
- 15. Vendor will be required to submit to the chief buyer of the JEFFERSON PARISH Purchasing Department a quarterly usage report by item of all items listed on this proposal.
- 16. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be disqualified if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.

BID NO.: 50-00096906

INVITATION TO BID FROM JEFFERSON PARISH - continued

SEALED BID

Page

5

ITEM **UNIT PRICE** QUANTITY U/M **DESCRIPTION OF ARTICLES** NUMBER **TOTALS** QUOTED A TWO YEAR CONTRACT FOR THE LANDSCAPE MAINTENANCE OF VETERANS BLVD, CPZ IMPROVEMENTS, PHASES I, II, AND III FOR THE JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS - PARKWAYS 1 JOB 1 0010 LANDSCAPE MAINTENANCE OF VETERANS BLVD., CPZ IMPROVEMENTS, PHASES I, II AND III FOR THE JEFFERSON PARISH **DEPARTMENT OF PUBLIC WORKS -PARKWAYS** As per specifications and drawings attached. LOUISIANA STATE CONTRACTOR LICENSE CATEGORY: SPECIALTY IN LANDSCAPING, GRADING AND **BEAUTIFICATION** Pre-bid meeting: March 22, 2010 at 9:30 am Location: Jefferson Parish Purchasing Dept. 200 Derbigny St, Suite 4400 Gretna, LĂ

Specifications For Landscape Maintenance of Veterans Boulevard CPZ Improvements, Phases I, II, III

Bid Number 50-96906

February 2010

Contents

Section 1 Information for Bidders

- Special Conditions Bid Requirements 1.1
- 1.2

Section 2 Technical Specifications

- Summary of Work Scope of Work 2.1
- 2.2
- 2.3 Location of the Sites

Section 1.0 Information for Bidders

1.1 SPECIAL CONDITIONS

1.1.1 Definitions

- **1.1.1.1 Debris -** Only debris such as grass clippings, dirt, or any other natural rubbish created, as a direct result the Contractor's performance will be considered to be debris. Under no circumstances shall the debris from the maintenance work be allowed to remain overnight in any one area.
- **1.1.1.2 Trash** Any non-organic or man made debris that is not part of or obstructs the area to be maintained by the Contractor, is considered to be trash and will be removed prior to the start of any maintenance work. Trash considered too large to be removed by hand or which requires specialized equipment to remove, shall be reported to Kai Adams or Lance Stansberry with the Jefferson Parish Parkways Department as soon as possible via fax, or e-mail so the obstruction can be removed. The Contractor shall be responsible for establishing the most efficient method of trash removal. Shredding of trash by mowers will not be permitted.
- **1.1.1.3 Median** The entire area between the back of curb of opposing multiple travel lanes. For example: A boulevard has two one-direction lanes traveling north and two one-direction lanes traveling south. The lanes are divided by an area 50' wide as measured from the back of curb of the north bound lanes to the back of curb of the southbound lanes. This 50' area is the median.
- 1.1.1.4 Minor Repair/Replacement Any additional repair and or replacement including all associated labor, delivery charges and taxes included, but not be limited to, sprinkler heads, light bulbs, ballasts, fill dirt, shrubs and trees. Minor repairs and or replacements may not exceed \$200.00 (two hundred dollars) per month without prior approval. A receipt documenting all purchases, taxes, and any associated delivery charges must accompany the invoice to Jefferson Parish. Any costs over \$200.00 (two hundred dollars) in a single month must be approved by the Jefferson Parish Parkways Department prior to any additional work taking place.
- 1.1.2 Contractor Qualifications The Contractor must be licensed in the State of Louisiana including the proper State classification for the work anticipated to be performed. The Contractor shall have a Louisiana Contractor's License with a subcategory Specialty: Landscaping, Grading and Beautification, a Horticultural Services License, and a Category 6 Right of Way License. In addition, the Contractor must be able to show proof of insurance in the amounts and types as required by Jefferson Parish. Furthermore, the Contractor must have at least 5 years of related maintenance work experience and be able to provide references upon request.

- 1.1.3 Equipment Requirements The Contractor shall determine the equipment that is to be used. The bid shall include equipment, operators, fuel, maintenance and transportation. All equipment shall be in a good state of operation and shall be maintained to work and perform the tasks it was designed for in an expedient time frame. Continual breakdown, repairs or work stoppage due to equipment failure will not be permitted. Any damage that occurs to the Site related to faulty equipment shall be repaired immediately at the Contractor's expense. All equipment required to complete the associated tasks shall be furnished upon request. The following information shall be included: type, make, model, manufacturer and quantity.
- **1.1.4 Work Compliance** The proposed work must comply with OSHA, DOT, Jefferson Parish and any other applicable agency requirements and regulations regarding this variety of work. The Contractor will present Jefferson Parish with all licenses and permits required to perform the work upon request.
- 1.1.5 Associated Costs It is the Contractor's responsibility to maintain the Sites to the highest standard. However, the Contractor is not responsible for any replacement costs, or labor that exceeds the work outlined in this document. In the event that a minor repair or replacement is necessary, the contractor is to perform the required work and submit an invoice to the Jefferson Parish Parkways Department with that month's Maintenance Report (See Section 1.2.6). If the repair or replacement and associated costs exceed \$200.00 (two hundred dollars) in a single month, the Contractor is to provide a written estimate to the Jefferson Parish Parkways Department and receive approval before proceeding with the work. Any and all additional work that takes place must be outlined in the monthly Maintenance Report.
- 1.1.6 Maintenance Reports A monthly maintenance report is required to be kept, and will be provided to the Jefferson Parish Parkways Department and to Greg Cantrell, Inc. These reports are records used for tracking and quality assurance purposes. The Contractor is required to notify Jefferson Parish within 24 hours of any problems and/or restrictions that would prevent him from performing his duties. The Contractor shall provide his own form. In the event the Contractor's form is not acceptable, the Jefferson Parish Parkways Department will work with the Contractor to revise his form.
- 1.1.7 Inspections Using the reports submitted by the Contractor, inspections of area of work performed shall be made by Jefferson Parish and Greg Cantrell, Inc. personnel to determine the acceptance of the work performed. In the event the work is considered unacceptable, the Contractor will be directed to immediately employ any and all methods or means to bring the area up to an acceptable level within five (5) days of notice, without any extra cost to Jefferson Parish. The discovery of any fraudulent activities associated with this contract during the inspection process will be grounds for immediate contract termination without further compensation. In addition, such circumstances may initiate possible legal ramifications for the Contractor.
- **1.1.8 Traffic Control and Signs** The Contractor shall provide all necessary barricades, signs, lights and warning devices or any other item necessary in order to properly move traffic around or through his operations. Set up, removal and maintenance of all traffic control equipment shall be by the Contractor. Slow moving vehicle signs

and flashing lights shall be installed on all moving equipment that will use the public rights-of-way for movement of equipment. In the event that a lane of traffic will need to be closed, the Contractor shall provide sufficient notification to the Jefferson Parish Traffic Engineer of necessity to close any portion of the roadway carrying vehicles or pedestrians. The Contractor will request final approval of such closings from the Department of Public Works, Traffic Engineering Division, at least ten (10) working days in advance.

- **1.1.8.1** The Contractor shall be responsible for providing safe and expedient movement of traffic through the work Site. The Contractor must have in place prior to work, a method of recording, responding and repairing legitimately broken glass, windshields or any other kind of damage experienced due to the work being performed.
- **1.1.8.2** The Louisiana State Manual for Uniform Traffic Control shall be strictly enforced.
- 1.1.9 Work Periods No work shall be done between 6:00 p.m. and 7:00 a.m., or on Saturdays, Sundays, or legal holidays without permission from Jefferson Parish. However, emergency work may be done without prior permission. In the event that the Contractor wishes to work weekends, holidays or outside the allowed times of the local governing bodies, he must secure permission from Jefferson Parish, and provide at least 72 hours notification of his intentions. Contractor must also be aware of any local event that may affect his scheduled maintenance operation.
- **1.1.10 Utility Service Interrupt** In the event of interruption of public or private utility service or general damage to public or private properties as a result of accidental breakage or any other actions by the Contractor, he shall immediately notify the proper authority and/or property owner and shall fully cooperate with said authority or owner until the service is restored to it's previous capacity.
- **1.1.11 Ongoing Contracts** It is possible that other Contractors may be working within close proximity of the locations of work. The Contractor shall coordinate his work with any other Contractors working in or around the locations. Should a conflict occur, a Parish representative will make all final decisions.
- **1.1.12** Nuisance Control The Contractor shall include in his bid the control of dust, noise and odors created by his operations. All controls shall be completed in order that nuisances are minimized and occur within the standards of all governing bodies.
- **1.1.13 Transferring Contracts** Transfer of this contract shall not be allowed under any circumstances unless an amendment is passed by the Jefferson Parish council.
- **1.1.14 Subcontractors** There shall be no use of subcontractors with this contract. It is required that the company that submits the bid for this contract directly employs all workers and technicians involved with the tasks outlined in these specifications. Failure to adhere to this guideline may result in termination of the contract.

1.1.15 Safety Precautions – The Contractor shall strictly follow approved and normal safety practices during all operations. The Contractor shall follow the guidelines as noted in the OSHA requirements.

1.2 BID REQUIREMENTS

- 1.2.1 Contract Time and Bid Amount The period of the contract shall be for two (2) 12 month periods for a total contract time of two (2) years. The contract shall begin on 8/11/2010 and end on 8/10/2012. The bid is to be quoted as one lump sum price. Billing will be administered by the Contractor on a monthly basis.
- 1.2.2 Pre-bid Conference A pre-bid conference will be held on *March 22, 2010* at 9:30 am local time at the Jefferson Parish Purchasing Department, Suite 4400, General Government Building, 200 Derbigny Street, Gretna, Louisiana. A site visit will follow, weather permitting. In addition to the pre-bid conference, a set of scaled landscape and irrigation plans will be available for viewing at the Jefferson Parish Purchasing Department. It is the contractor's responsibility to determine all units and quantities for bidding.

Section 2.0 Technical Specifications

2.1 SUMMARY OF WORK

- **2.1.1 Approach -** Jefferson Parish is currently contracting for its landscape maintenance and mowing operations. This will be a more specialized maintenance assistance bid which is intended to supplement the work performed by the current maintenance contract with Jefferson Parish with respect to the maintenance of Parish facilities and public rights-of-way.
- 2.1.2 General Scope Jefferson Parish is soliciting bids from qualified Contractors for the turnkey operation to include, but not limited to grass cutting, weed control, weed eating, edging, blowing, trash and debris removal, mulch placement, changing of annuals, sweeping, hand watering, automatic irrigation maintenance, general lighting maintenance, and associated maintenance of the Site known as The Veterans Blvd. CPZ Beautification Project within Jefferson Parish. The expression turnkey shall include but may not be limited to all labor, material, equipment, transportation, insurances, licenses, qualifications, experience, removal and disposal, to accomplish the scope of work as defined in Section 2.2. Jefferson Parish will contract with a qualified Contractor capable of providing turnkey planning, management, implementation and the coordination of these efforts with Parish officials.

2.2 SCOPE OF WORK

- **2.2.1 General -** The scope of work shall include all items as listed within Section 2.0 of these specifications. This shall include turnkey maintenance of the designated Sites to include all aspects of lawn, garden, beds, walks, irrigation and lighting pertaining to the listed maintenance for Jefferson Parish.
 - **Questions** All questions must be submitted in writing to the Jefferson Parish Purchasing Department a minimum of five (5) working days prior to the bid opening. All questions will be answered in writing, and submitted to all Contractors involved in the bidding process.
- 2.2.2 Bid Amount The bid price includes all insurance, products, equipment, labor, operator, fuel and transportation to and from the work Sites. The Contractor shall be aware and shall be held responsible under this contract to the requirements prescribed by the following resolution and all the amendments. Contractor shall refer to resolution 113647 "Provides for a uniform set of general specifications and

conditions for all Contractors engaged in performing works or services for the Parish of Jefferson".

2.2.3 Grass Cutting - All locations shall have the grass cut a minimum number of times. The frequency shall be: a minimum of one (1) cut per every seven (7) days or once every week during the period of March 1 through October 31, and one (1) time per every two (2) weeks or fourteen (14) calendar days during the period of November 1 through February 28 (29) for the entire contract period. The grass shall be cut to a height of between a minimum of 1 1/2" (one and one-half inches) and a maximum of 2" (two inches) exposure.

Cutting shall be performed to such a manner to leave the Sites with a smooth, level cut on the grass, conforming to the existing grade. No gouging, scalping or similar actions shall be permitted. All trash and debris must be removed from the Sites prior to grass cutting.

Grass cutting may be accomplished utilizing push mowing units or ride on mowing units depending on the areas to be cut and the proximity of objects to the cutting areas. In constricted areas where a push type mower can be used, the cutting of grass by use of a weed eater will be prohibited.

- 2.2.4 Weed Eating Grass areas around any and all existing fixed features including but not limited to signs, mow curbs (concrete bed edging), walls, light poles, fire hydrants, drains, manholes and utilities may be cut using a mechanical trimmer. Spraying will not be allowed around any hard surface (see 2.2.5 Weed Control). These areas shall be cut to a 1" height and in a 24" diameter around all objects. Weed eating will not be allowed around any trees or plant material where damage may occur to the bark of the trunk of the plant or tree. Spraying shall only be allowed within a 12" diameter around properly mulched trees for the purpose of weed control (see 2.2.5 Weed Control).
- 2.2.5 Weed Control As needed whereas no weeds are visible within the designated Sites, herbicides may be required. Weed control and spraying shall be performed by a licensed and qualified applicator in such a manner as to leave clean lines around all areas that will be affected. Spraying around trees will be a 12" diameter from trunk of tree and be covered by mulch. Spraying around other obstructions such as signs, fire hydrants, light poles and the like will not be allowed. Precautions should be taken to avoid chemical drift by not spraying when wind is in excess of 5 mph. Weeds in all cracks and joints in all paved surfaces including streets, parking areas and walkways shall only be removed by spraying. Spraying will not be allowed where a hard surface meets the edge of lawn.
- **2.2.6 Hand Weed Removal** This activity will be limited primarily to garden and planted bed areas. Garden beds are to be weed free at all times. A pre-emergent and post

emergent herbicide program will be implemented by Jefferson Parish; therefore, no chemicals may be used by the Contractor on any turf or garden bed areas, except for weed control situations as outlined in section 2.2.5 *Weed Control* of this document. The Contractor is to notify Jefferson Parish if he believes there to be excessive weeds in any turf or garden bed areas.

- 2.2.7 Edging At all locations, where grass areas meet surface paving whether it be concrete, asphalt, brick or some other material paving type, the grass shall be edged and not sprayed. Herbicides may not be used to control grass growth where grass and a paved surface meet. The frequency of edging shall be the same as mowing such that no part of the grass growth shall extend over the hard surface more than 1 1/2" (one and one-half inches) in length. Edging equipment shall be such that a clean, sharp line along the hard surface/grass interface shall remain upon completion of edging. A minimum depth of 1" (one inch) shall remain along and below the top of hard surface paving upon completion of edging in order to retard the continued growth of the grass. Automatic edging machines, rollers, weed eaters or other type of edging equipment may be used for this task.
- **2.2.8 Sweeping -** In order to keep grass, leaves, smoking paraphernalia butts and other debris and trash from collecting and building up in the location of maintenance, the Contractor will be required to sweep the areas affected by the work conducted under the maintenance contract. The Contractor shall use a mechanical type of sweeping and vacuuming device. The sweeping shall be performed immediately after each edging and cutting operation. Blowers may be used to blow grass clippings off walks. Blowers will not be allowed to blow grass clippings, dirt and debris into the street or drain inlets.
- 2.2.9 Mulch Placement Cut pine straw mulch (bags) shall be placed in order to keep a minimum 4" thick layer in all garden beds and refreshed every six (6) months. The first mulch application will be six (6) months from the beginning date of this maintenance contract. Only mulch free of debris and trash shall be permitted. Whole bale pine straw shall be placed around each tree (trees within the limits of work, and outside of concrete mow curb) 4" thick, and with a 36" diameter from the trunk of the tree. The pine straw shall be set down level and not in a pyramidal fashion around base of tree. This pine straw shall be refreshed every six (6) months throughout the year at the same time as the cut pine straw mulch in the landscape beds.
- 2.2.10 Annual Color Replacement Annual color has been incorporated within the project (planting size: 4" pots). A soil sample from each annual bed shall be taken in November of each contract year. The sample shall be submitted to a private lab (Ex. CLS Labs John Deere), and the results reviewed by the Jefferson Parish horticulturalist. The soil amendments, if required, will be specified by the Jefferson

Parish horticulturalist, and furnished and installed by the Contractor. The costs associated with the soil amendments will be billed under associated costs (See Section 1.2.5). The annuals shall be removed and replaced during the first week of the following months: March, July, and December. The soil amendments must be in place prior to being replaced in December. As part of this contract, it will be the Contractor's responsibility to locate, deliver, and install the annuals in the correct locations (quantity and locations as noted on the landscape plans). The Contractor is to determine the highest quality species of annual color at the time of installation. Any hardy, readily available species will be acceptable as long it is in good health, uniform in size, and continuous in color through the Sites. Each newly planted annual shall receive one (1) 7.5 gram tablet of Osmocote Plus 15-8-11 Plus Minors Controlled Release fertilizer. The application shall be according to manufacturer's specifications, and shall take place every time the annuals are replaced. addition, when replacing the annual color, the contractor shall include an application of Subdue GR fungicide. All rates and application methods shall be as per manufacturer's recommendations.

- 2.2.11 Dead Plant Replacement Replacement of plants, not including trees, located within the maintenance Sites is required to be performed by the Contractor. The timely replacement is critical to the overall look of the improvement Sites. The Contractor must replace any plant discovered to be dead, or nearly dead, during the following grass cutting/maintenance visit. The prolonged existence of dead plant material will not be allowed. The replacement plants size shall match surrounding plant material of the same species. Do not discard of the dead shrub/shrubs without contacting Don Cole with the Parkways Department for a site inspection. Any dead, or dying, trees shall be reported via e-mail to Bernie Wisnowski with the Parkways Department. All shrub replacement costs will be invoiced to Jefferson Parish Parkways Department. Any work that will exceed \$200.00 (two-hundred dollars) in a month will need approval from Jefferson Parish Parkways Department prior to any work taking place.
- 2.2.12 Tree Stakes and Ties The Contractor shall monitor all tree stakes and ties for the duration of the contract. Stakes found to be loose shall be adjusted so as to make them secure. Tree ties shall be secure and well-fitting without binding. Broken stakes and/or ties shall be replaced during the following grass cutting/maintenance visit by the Contractor. All tree stakes/ties replacement will be invoiced to Jefferson Parish Parkways Department. Any work that will exceed \$200.00 (two-hundred dollars) in a month will need approval from Jefferson Parish Parkways Department prior to any work taking place.
- **2.2.13** Automatic Irrigation As an integral part of the improvements, and for the long term success and survivability of the planted areas, an automatic irrigation system has been installed in all garden bed areas, and most turf areas. Monitoring of the

system and performing the necessary repairs to the system is required by the Contractor. These tasks include, but may not be limited to, replacement of heads, broken water lines and valves; adjustment of the controller, heads, valves and zone water durations and frequencies. All irrigation repairs and replacement will be invoiced to Jefferson Parish Parkways Department. Any work that will exceed \$200.00 (two-hundred dollars) in a month will need approval from Jefferson Parish Parkways Department prior to any work taking place.

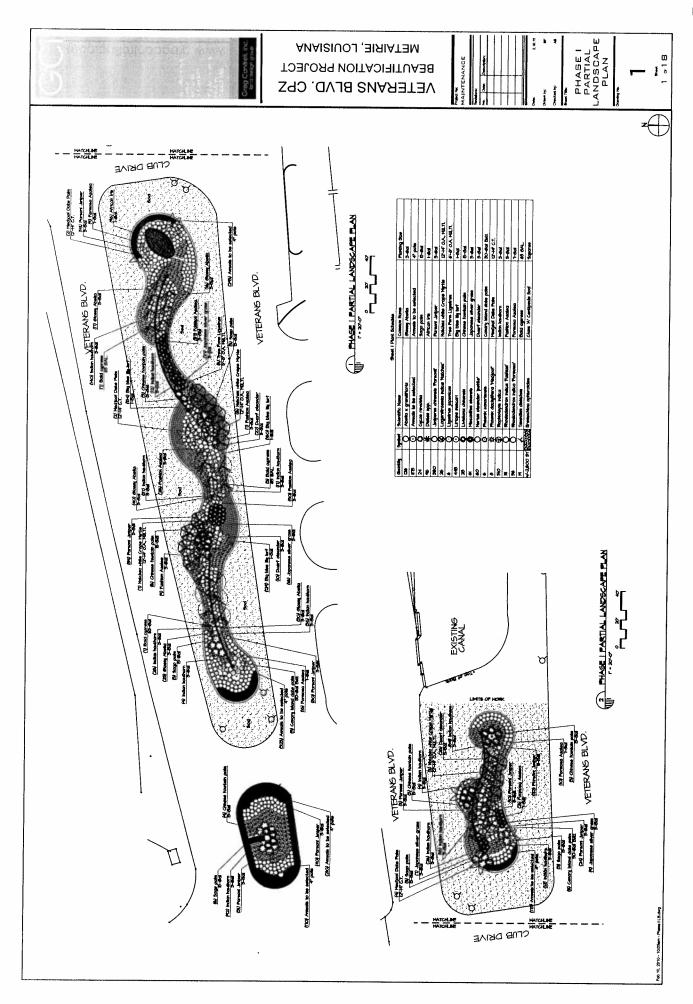
- 2.2.14 Settlement Monitor the Sites under this contract for settlement. Areas that require minor fill due to settling and erosion must be filled with a fill material that supports the weed free growth of grass and supports positive drainage. The fill material will be free of debris and must be graded to a smooth and level surface conforming to the surrounding grade. Minor fill refers to individual areas requiring less than 1 cubic yard of material. Areas requiring a greater amount of fill than 1 cubic yard shall be filled by Jefferson Parish. The Contractor is required to notify Jefferson Parish of this need. All additional fill and associated labor and delivery charges will be invoiced to Jefferson Parish Parkways Department. Any work that will exceed \$200.00 (two-hundred dollars) in a month will need approval from Jefferson Parish Parkways Department prior to any work taking place. Any areas requiring fill as a result of the Contractor's actions on the site such as rutting caused by mowers and equipment are the responsibility of the Contractor, and shall be repaired at his expense.
- 2.2.15 Drainage Monitor all aspects of the drainage system located within the maintenance Sites including catch basins, grates and swales. Clean and discard any blockages as necessary. Clogged or broken drain lines, or defects in catch basins are to be reported to the Jefferson Parish Streets Department as soon as they are discovered.
- 2.2.16 Lighting Lighting has been installed as a part of the overall improvements program. Monitoring of the system and performing the necessary minor repairs to the system is required by the Contractor. This task includes but may not be limited to adjustment of the timer (at every site visit), replacement of bulbs, ballasts, and fixtures; repair of wiring; adjustment and aiming of lamp heads to maintain the original design intent. All lighting repairs and replacement will be invoiced to Jefferson Parish Parkways Department. Any work that will exceed \$200 (two-hundred dollars) will need approval from Jefferson Parish Parkways Department prior to any work taking place.
- **2.2.17 Tree Trimming -** Trees within the designated Sites shall be properly trimmed in accordance with standard practices. Trim trees with low hanging branches that obstruct the area in which maintenance work is performed to a minimum height of five feet (5') above ground level, where applicable. All seed pods are to be

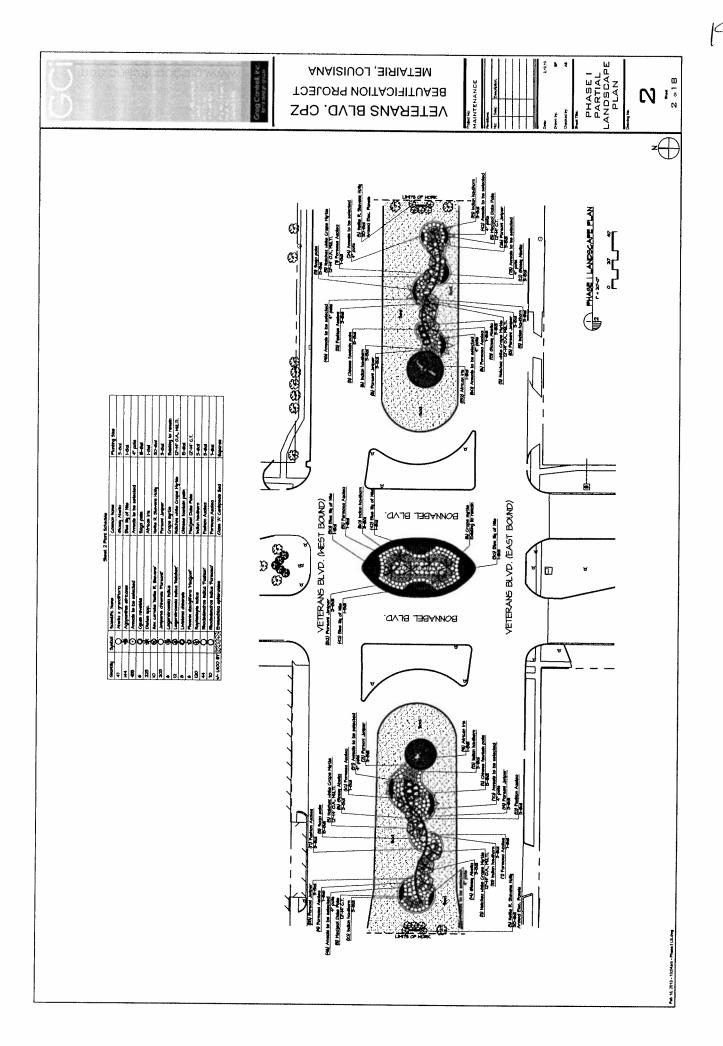
removed from the Medjool Date Palms before they fall to the ground (usually around May each year). All dead or broken branches and fronds from all trees shall be trimmed as soon as it is noticed. All crape myrtle trees are to be cut back in February of each year to allow for new, healthy growth, and to maintain an "umbrella" shaped tree. No topping of crape myrtles will be allowed. Any growth extending six inches (6") beyond the main trunk of the tree, and within five feet (5') of the ground level, is considered to be sucker growth that must be removed. Tree trimming shall occur on an as needed basis, but no less that one (1) time per year. Should the Contractor observe a heavily damaged or dead tree by no fault of his performance, he shall immediately report the tree to Jefferson Parish Parkways Department. Field input from the Jefferson Parish arborist and horticulturist, as well as Greg Cantrell, Inc., will assist with any questions the Contractor may have regarding tree trimming.

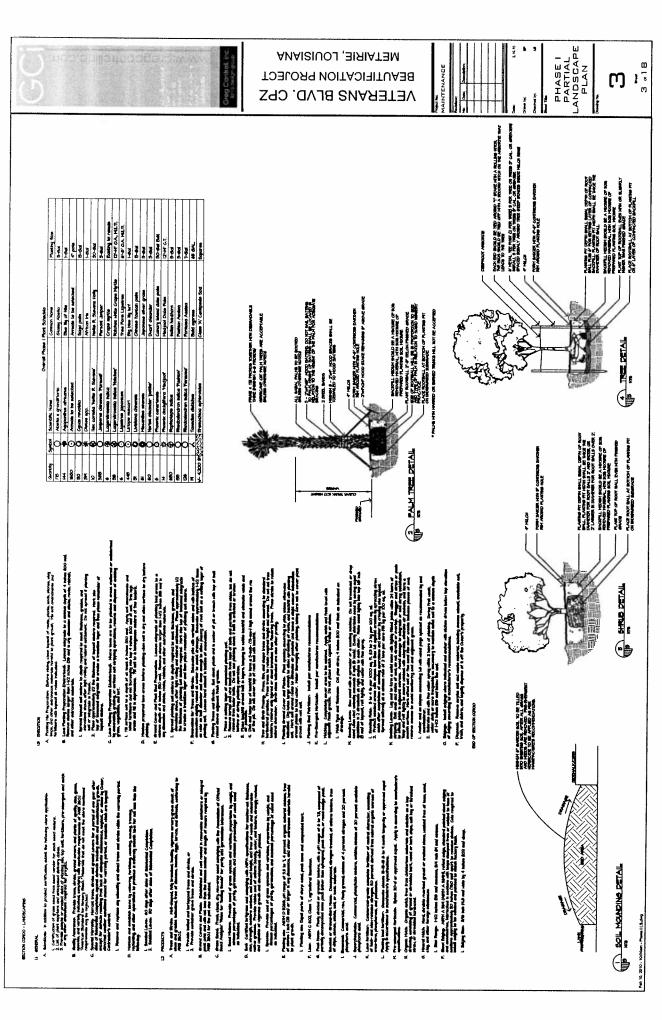
2.2.18 Shrub Pruning – It is the intent of the design for the shrubs to have a massing effect. This shall be achieved by regular pruning and shaping of the shrubs so that they are uniform in shape, with no "stray" branches. Shrubs shall be pruned after blooming each season to promote new growth. Field input from the Jefferson Parish horticulturist, as well as Greg Cantrell, Inc., will assist with any questions the Contractor may have regarding shrub pruning.

2.3 LOCATION OF THE SITES

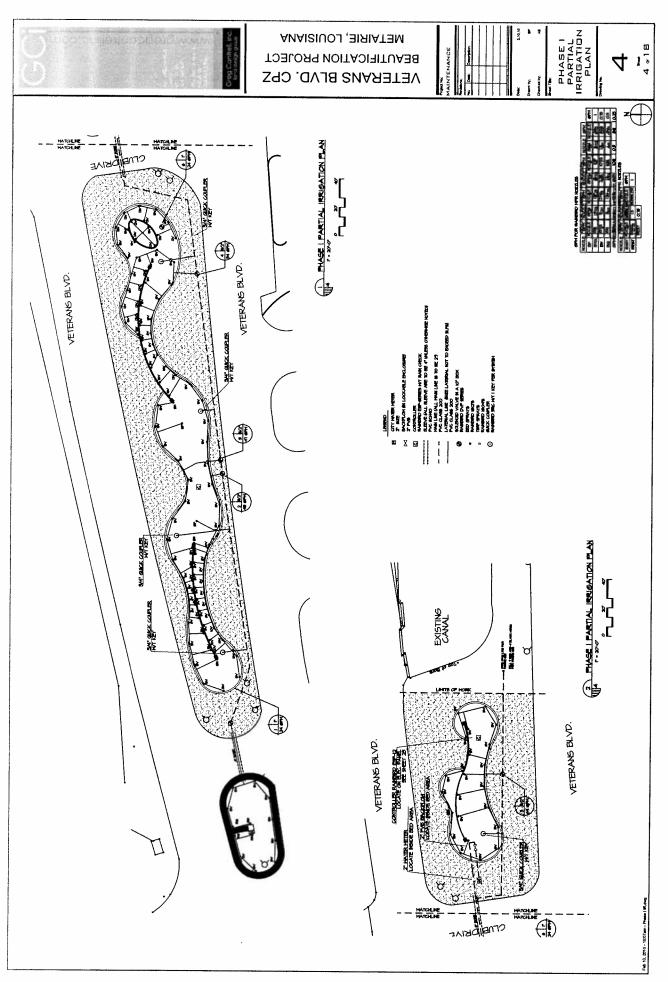
- 2.3.1 Site A Site A shall include the medians of Veterans Boulevard from Roberta Street to Elizabeth Street including the intersection of Club Drive. In addition, Site A includes the two intersections of Veterans Boulevard and Roberta Street and Elizabeth Street. The entire length of Site A is approximately 700 linear feet.
- 2.3.2 Site B Site B shall include the east and west medians of Veterans Boulevard at the intersection of Clearview Parkway. Site B extends from Clearview Parkway west to the opening of the drainage canal (+/- 450 LF). Site B also extends from Clearview Parkway east to the first U-turn (+/- 500 LF). The entire length of Site B is approximately 950 linear feet.
- **2.3.3** Site C Site C extends from Severn Avenue east to the first U-turn (+/- 200 LF). The entire length of Site C is approximately 200 linear feet.
- 2.3.4 Site D Site D shall include the median of Veterans Boulevard at the intersection of Bonnabel Boulevard. Site D extends west of the intersection (+/- 165 LF), includes the middle median of the intersection, and extends east of the intersection (+/- 165 LF). The entire length of Site D is approximately 525 linear feet.

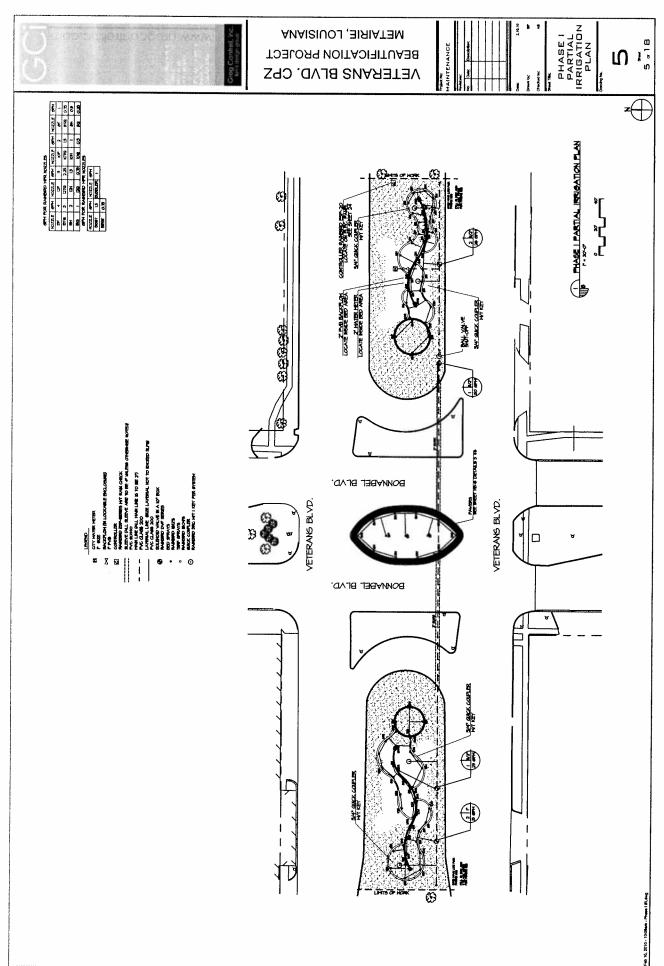




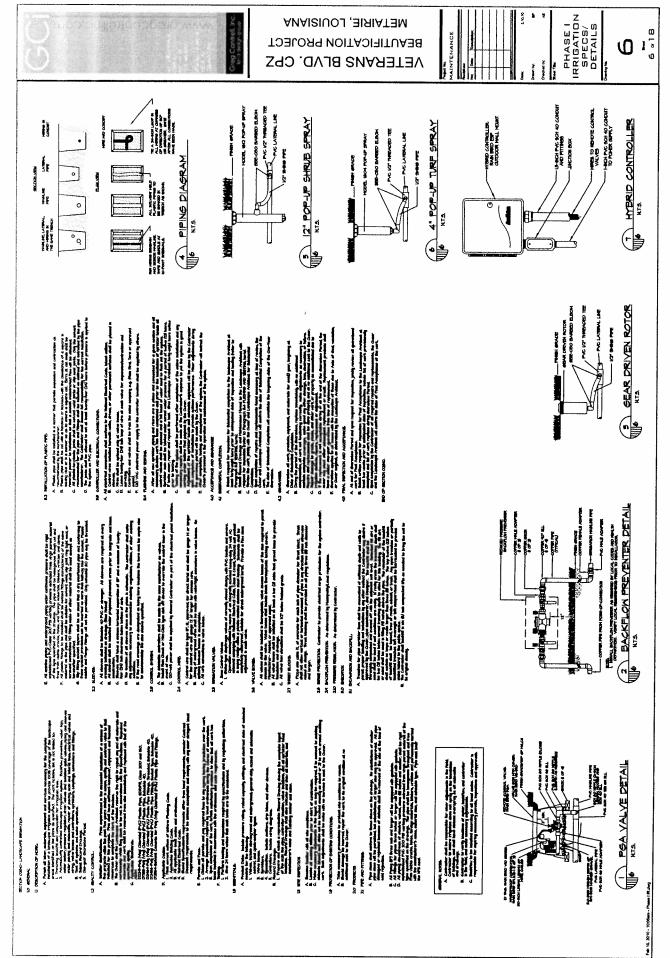






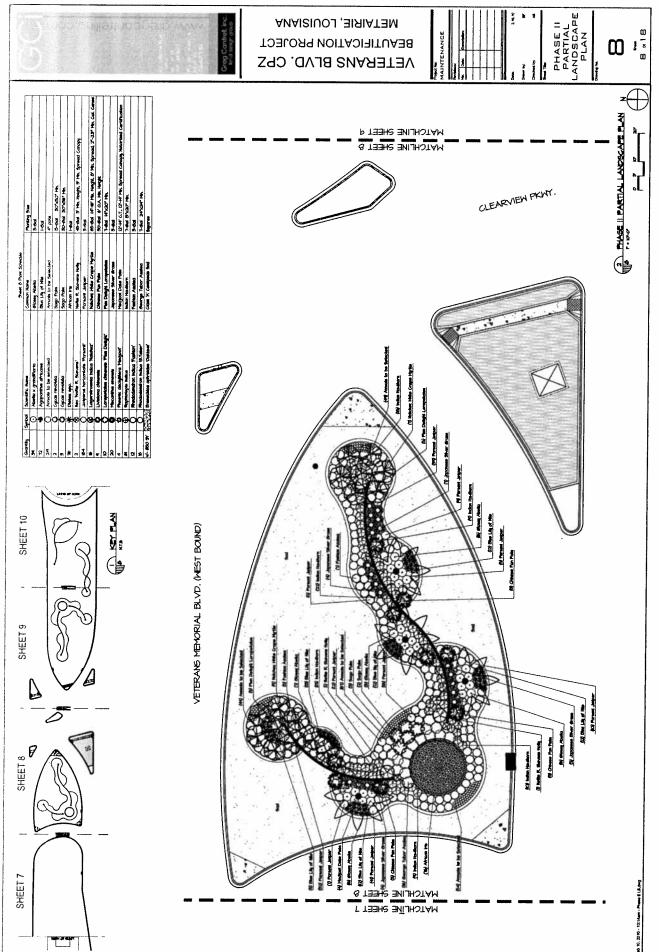






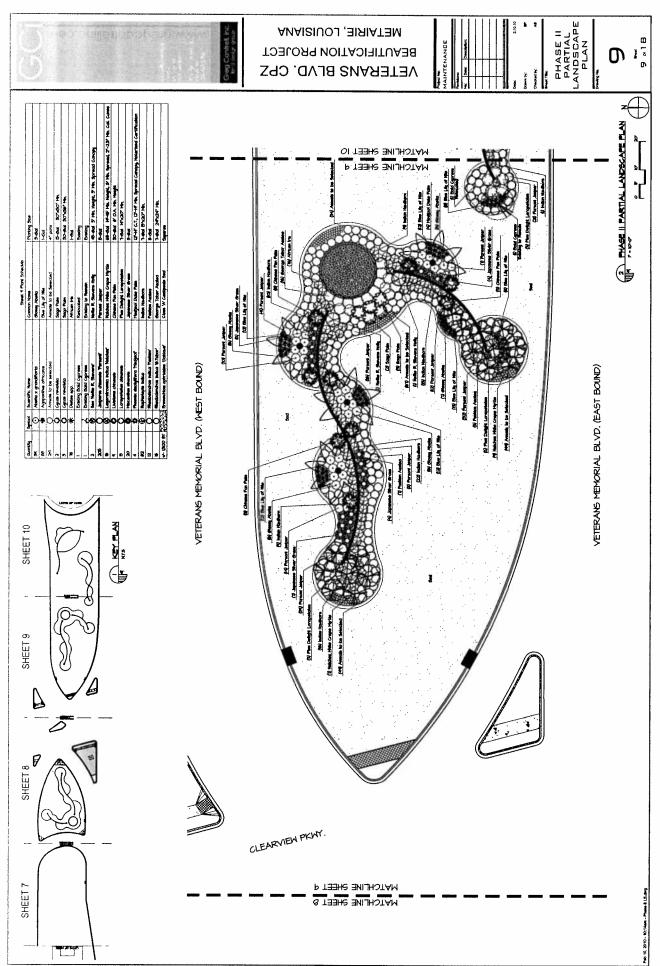
METAIRIE, LOUISIANA BEAUTIFICATION PROJECT VETERANS BLVD. CPZ THASE II PARTIAL LANDSCAPE FLAN T THE SHEET IN TAKE THEET 8 VETERANS MEMORIAL BLVD. (MEST BOUND) VETERANS MEMORIAL BLVD. (EAST BOUND) SHEET 10 SHEET 9 The Steel Louis and Steel Steel Steel SHEET 8 LIMITS OF WORK EXISTING DRAINAGE CANAL SHEET 7



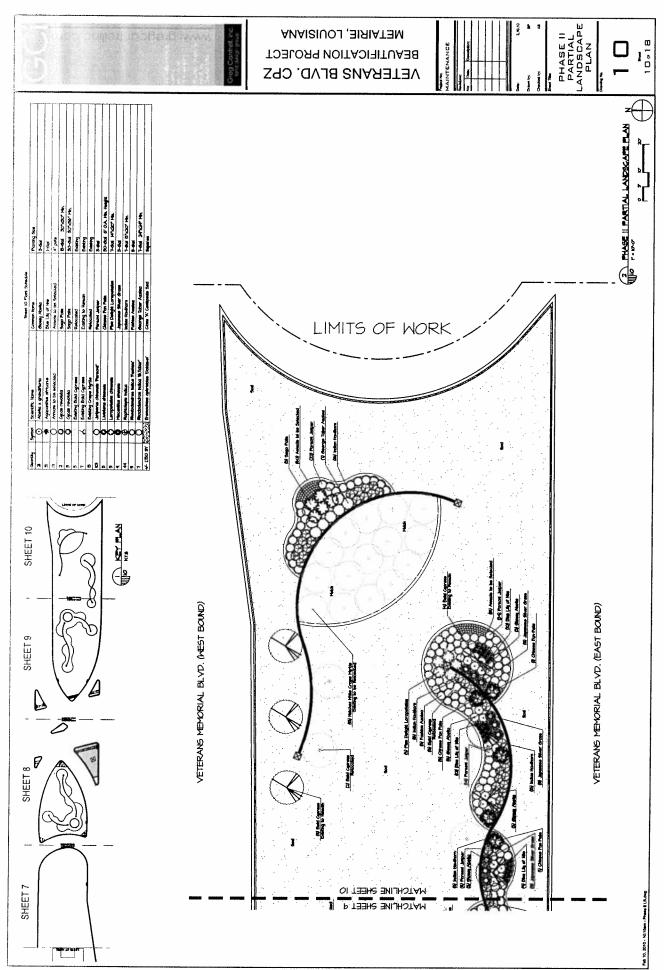




L



 \mathcal{J}_{l}



PHASE II LANDSCAPE SPECS/ DETAILS METAIRIE, LOUISIANA MAINTENANCE **BEAUTIFICATION PROJECT VETERANS BLVD. CPZ** BYCK EDD SYCLUD SETTED ARCHED TH SYAND WHITH A POLITIME WITH, IN THE SECRED SETTLE SETTLE SETTLE SHAND OFF AND A SECRED SETCH CR. THE ANEXOND SETAL CR. TH FOR THE PART OF PARTY AND PARTY FOR THE PARTY PA 9-beat 20-beat H-av hen kengt, 8-hen Spreast, 21-22-hen Cat. Comes 20-beat 41-22-hen kingkt. 1-beat 41-122-hen. TONE CIT, Chef He, Spread Compy, Motorbad Construction Tone Dr. 2007 Hs.

Head St. 2007 Hs.

Species - PROTEL HOTH STATE OF FAMILE OF FA C of pea 25-64 20-20-1-h. 25-64 20-20-1-h. Beans Beans G-64 3 1-h. laght 3-h. Spreet Compy PORM SALECTE, MEN AT AT CONTRACTOR EMETRO THE ARCHEO FLANTING MOLE THE STATE TO SELECT AND ADDRESS OF THE STATE T A CHARLES OF THE STATE OF THE S MARINE OF STATE PART THE AND AND ACCOUNTS Mose If Overall Post Schools comon Nove Among to a seezed of common to a seezed as the common to a seeze S LATER OF BRILLY, AND 2 STEEL BAN SERVICE TO NO NOOF BANDERS FRUE & THE PROPER TOWNSHIP HERE STATES AND STATES OF THE STATE THE PETALL Desking Dold Cypress

Desking Dold Cypress

Desking Congo Mytta

Desking Congo Mytta

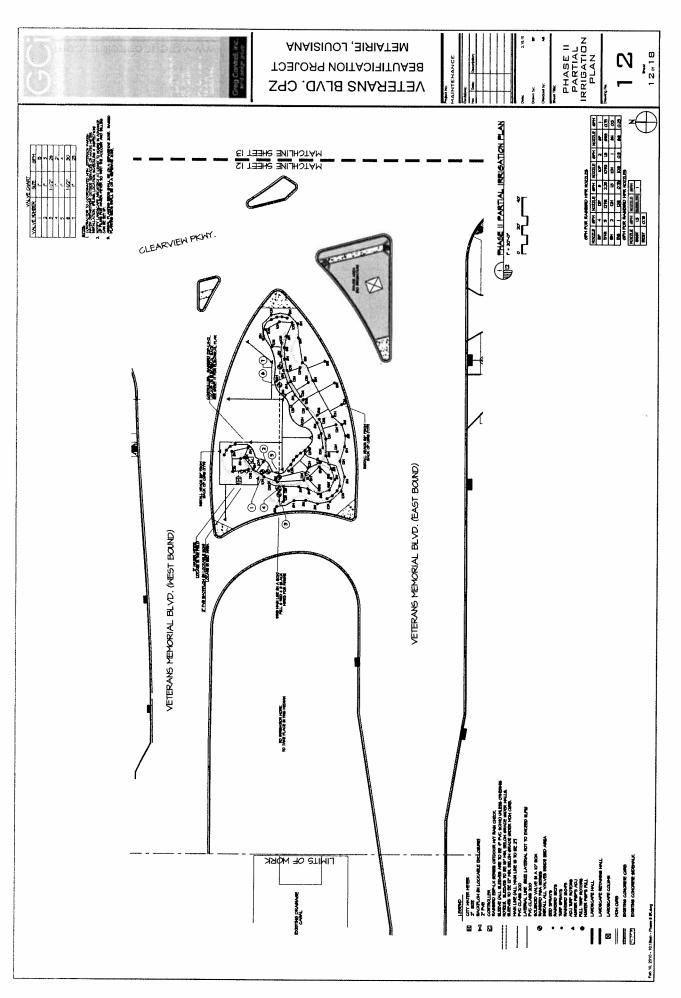
See See Nelle R. Stevenor

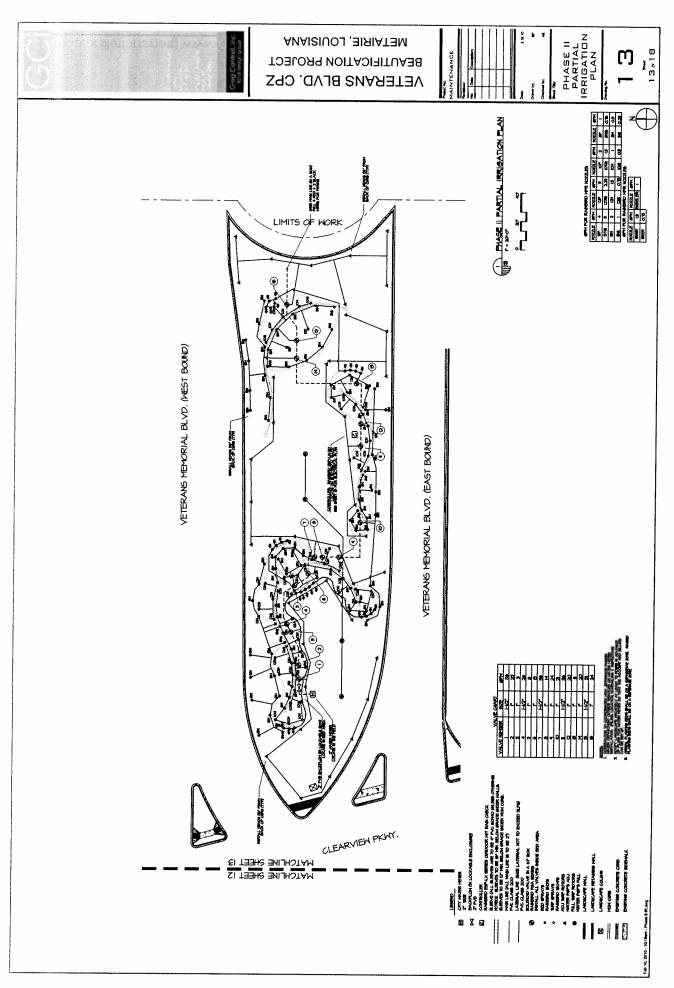
Majoren alderent Percord

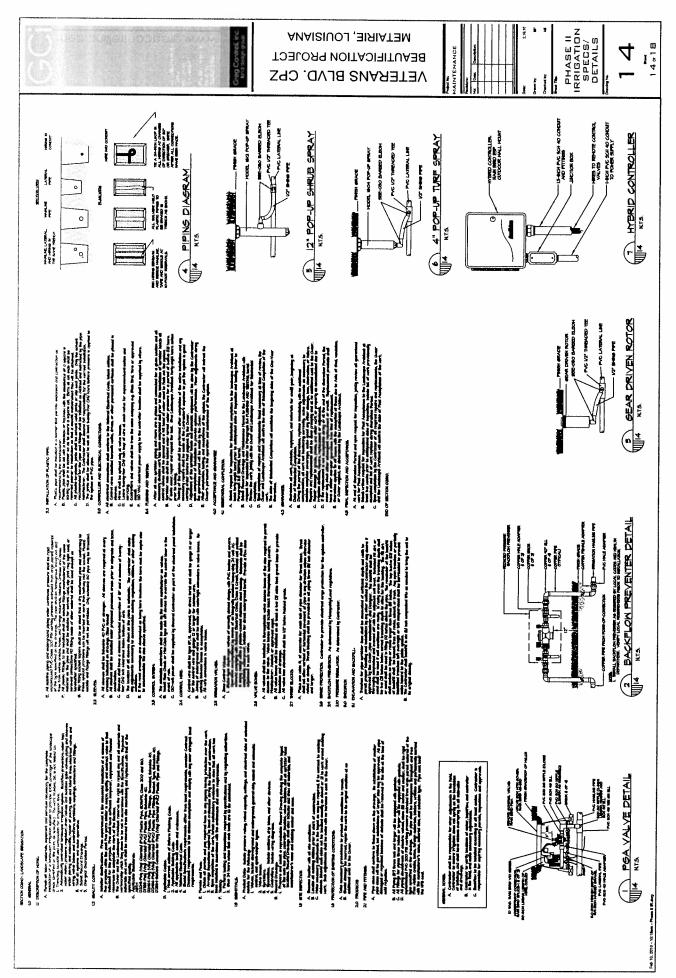
Capprelications related Natione | County | System | County (week | System | Syst TAN TREE DETAIL Office and the second common of the second common o POTAL SHIZZE HENI P' CONTINCUS EMERES THE ARCHAD FLANTING HOLE Í Cost Floring Proposition (Perturbanik, Losean edogodis to o minima dapth of 4 volue (DDD ess). The cost together (LDD active DDB ess) is still described to the cost of stocks, notice, notice, notices, notices. G. Loon Flowing Francuston Statements. Here there are to the pictured to once understally property of production, remains and despites of enabled.

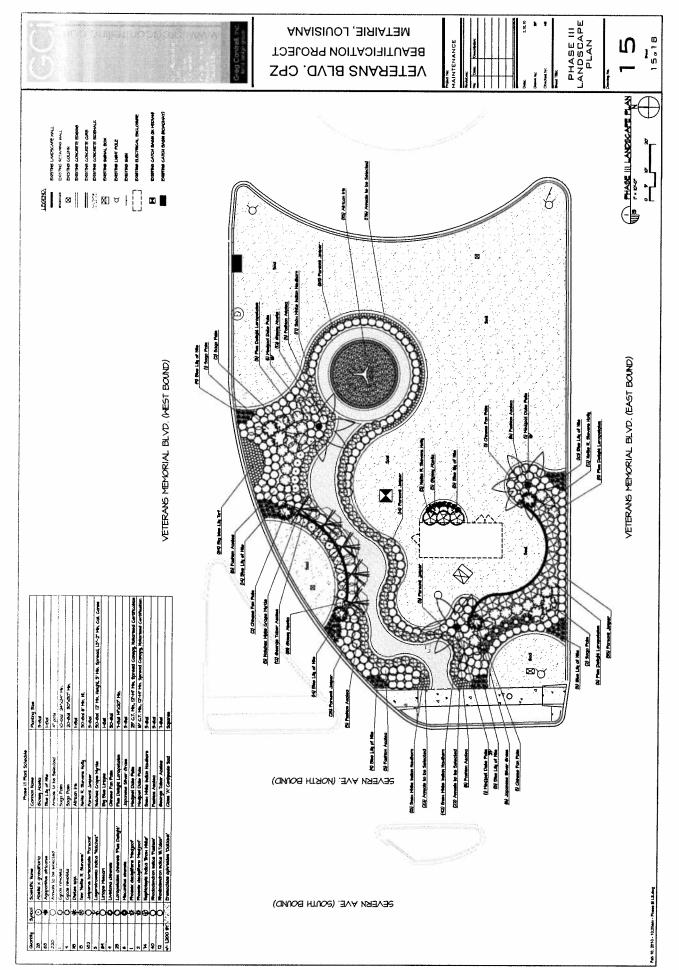
The companious of the first of the contract of the contrac I thath Type and Markense. On price stress (Eggs), 4 tenters (CO med State, as tradeclard in all that Oren and extending famility of man price).
 I thath Type and Markense. When presented behind, 4 tenter (CO ma) Back, as indicated around all trees and design principles of man emit. . Consider to the second of the consideration of the second of the second of the consideration of the consideratio Control (1885) and the Sympol legad and dealer to depth regard to man biclowa, grain, and design the same by the dealer when a schemel, to the spread pieces These approximately (2 to be believe as the same of the same as the same These approximately (2 to believe as the same as the same as the piece to the the same as the same bitatan preparad lana areas larbers pitading skim sed la dry and oldes carbase to dry by parating Parties he Proposition. Defore ments clean topout of noots, ploofs, and, shores, classified and another and other parties and consequents and entering and other parties will taped at most retain influence and consequents and The place of the state of the s Stream Cover and Flact Charles Share. Leaves subgrade of plateing had arone to a more deals of the based COC Conf. Nations of some larger first (1-20 to 10 Special planting set nature to days respond to must belonce, grade, and
decidence ober, days their vigit reside and interest attentions. The operational polydecidence of participation of motivation respirate (text top top of learnest marying
to areato a transfer singer and then price remainter of pictoring and states. The part of the set of the part of the part of the part of the set Andre and an othern amounts; i.e. alls need grap spaced as renamental by and amounts; and all the near specific 2 hars of plateing. Delay feet seed, a series and a rene begand to externelly to market and to a manual apply of 172 bakes fig any feets the need. SHEUE DETAIL Appeal that goals. To se place and appeal that or seen Depart. There are fight of ord order return, builty occurs. A Posting that fortitions have per successfully recommendations.

A fire-distripted fortition to both per constructions recommendations. HARD DESTROYANT FOR THE PARTY OF THE PARTY O to-convent includes them 20 der approved equal. Apply is executed to assertative particulars. Paristy but for them. Owners about \$1.00 to 1 with imports or approved expen-Apply 8 answertens to manifestation apposite about Communications from the street of the street L. Terrore and replace my eventhy and sheet trees and strain sales for servery person Carathacton of grows seasokood from seasokood ventur for exch sead seasok, or for a Like of plant septimens and outspotsed cabellory dobes. A frontes assiste or produced cabo destructing and catalog and catalog and a capability and an angle of about the capability of the capabilit A demit Court and Fuel. Beamston and red restor is removable academis or hands And \$50, to the first the beamston and the first of remove respect by The \$50, to the first test and the second Paring and ARTYO 1986, of range of 15 to 1,4 person organic material especial, from of electric 186 and or larger to any electronics, and other entiresses materials burned to place great, Modes and analysis loves by salecting herbidge, searchy making brands, controlling the search of the A then and finite. Had depose felt transfer, build, Park Harn. Took de dated or granter busines, side o pit rough of 6 to 15, surprased of perfectly from the constraints are park follow that substantial perfect. that Carified brigges and employ all AGN specification for makes and thinks the arms of matter count, and have bright and has a local and relations the green. From this total and a stress happy, and have a makes and estimate and applies of righter specifical descriptions; their prints. Open: Nath. Oppens and, the from demonstrate and estable on a lay desirety, controlling of general or developed land, used or land, differ and lang or fereboar the developed land desire. John fortillen. Commercial group complete fortillen: of motival demander, committing of food- and adequations of transfer 20 personal derivat from material engine, secure of transfers, designations, and managing. America. Committed, 104, fronty grants arterns of 4 persons oftenges and 20 persons described, and Special or Grand Soft Home. Organization drugs traded, of orders bades of step, shows, states, and, or bask ordereds. spines, comment, plumphate enters, celebra manue of 20 persons, spines, act. the per new part year days to speed party of Departy 1 2 Section 50 44 and 44 of Section 1. Provide tradition of Autoprise from and droke 2. Provide autobour great from and droke. SOIL MONDING DETAIL Teb 10, 2010 - 12,15em - Phese B LS.Ong

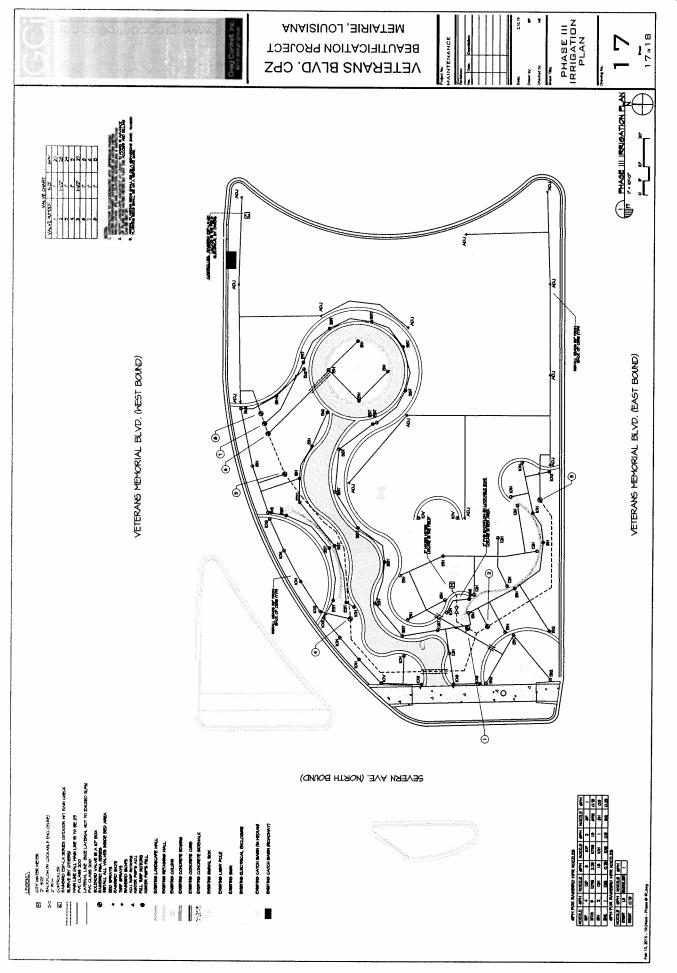


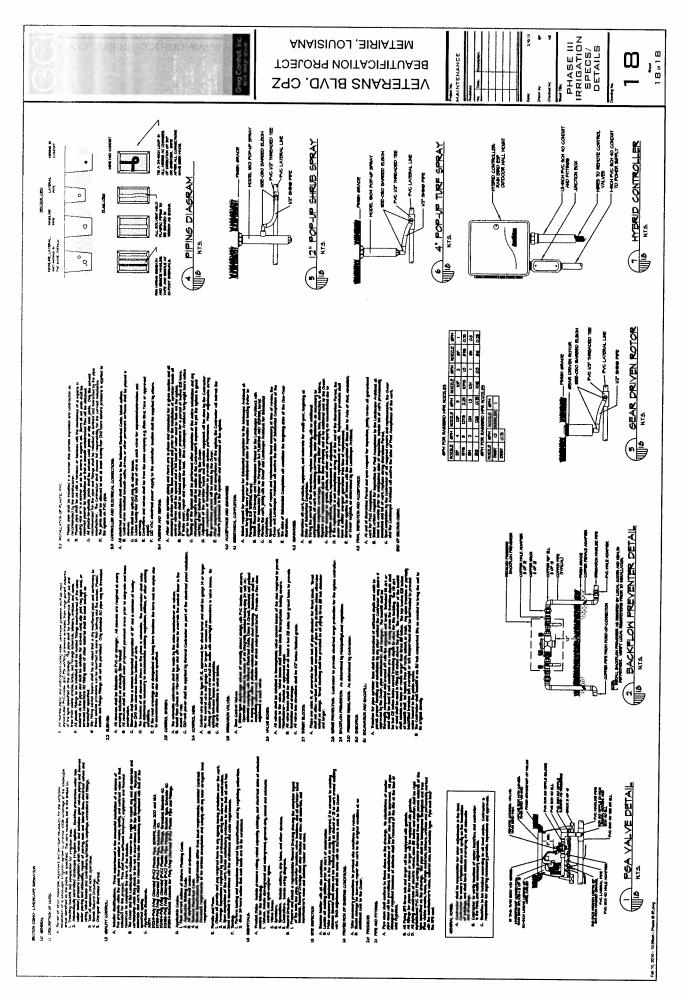






	METERANS BLVD. CPZ METERISIE, LOUISIANA METERISIE, LOUISIANA	PHASE III LANDSCAPE SPECS/ DETAILS I 6 9 18
Profits Star Paral Paral Paral March 19, Paral March		THE THE PARTY OF THE
Secret to term Total Control	LIM SELECT LE DISCOSSI PROMISSIONES DE LA CONTROL DE LA CO	THE DELIVERY
	THE CELLAN.	LI GRADATA DI EXPORTINI GRADATARI DOI ENTATA CARRA INFORMI TRA COLI ENTATA CARRA INFORMI TRA COLI DI CARRA CARRA INFORMI TRA COLI DI CARRA CARRA INFORMI TRA CARRA CARRA INFORMITTA
The country of the co	See Supplying a second of the see Supply states and see Supply st	
Carticology	The state of the s	SOL MOADING DETAIL







INSURANCE REQUIREMENTS

All insurance requirements shall conform to Jefferson Parish Resolution No. 113646 or No. 113647 (replaces 105529 and 105530)

The contractor shall not commence work under this contract until he has obtained all insurance and complied with the requirements of the specifications and Resolution No. 113646 or No. 113647.

WORKER'S COMPENSATION INSURANCE

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

COMMERCIAL GENERAL LIABILITY

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

COMPREHENSIVE AUTOMOBILE LIABILITY

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence. Property Damage Liability \$1,000,000.00 each occurrence.

DEDUCTIBLES

No insurance required shall include a deductible not greater than \$10,000.00. The cost of the deductible be borne by the contractor.

UMBRELLA LIABILITY COVERAGE

An umbrella policy or excess may be used to meet minimum requirements.

CONSTRUCTION AND RENOVATION PROJECTS REQUIRE THE FOLLOWING:

OWNER'S PROTECTIVE LIABILITY

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

BUILDER'S RISK INSURANCE

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.